

SECTION 01 32 16 CONSTRUCTION PROGRESS SCHEDULE

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. General requirements for the preparation, submittal, updating, status reporting and management of the Construction Progress Schedule
 - 2. Specific requirements are presented in the City of Fort Worth Schedule Guidance Document
- B. Deviations from this City of Fort Worth Standard Specification
 - 1. None.
- C. Related Specification Sections include, but are not necessarily limited to:
 - 1. Division 0 – Bidding Requirements, Contract Forms and Conditions of the Contract
 - 2. Division 1 – General Requirements

1.2 PRICE AND PAYMENT PROCEDURES

- A. Measurement and Payment
 - 1. Work associated with this Item is considered subsidiary to the various items bid. No separate payment will be allowed for this Item.

1.3 REFERENCES

- A. Definitions
 - 1. Schedule Tiers
 - a. **Tier 1** - No schedule submittal required by contract. Small, brief duration projects
 - b. **Tier 2** - No schedule submittal required by contract, but will require some milestone dates. Small, brief duration projects
 - c. **Tier 3** - Schedule submittal required by contract as described in the Specification and herein. Majority of City projects, including all bond program projects
 - d. **Tier 4** - Schedule submittal required by contract as described in the Specification and herein. Large and/or complex projects with long durations
 - 1) Examples: large water pump station project and associated pipeline with interconnection to another governmental entity
 - e. **Tier 5** - Schedule submittal required by contract as described in the Specification and herein. Large and/or very complex projects with long durations, high public visibility
 - 1) Examples might include a water or wastewater treatment plant
 - 2. **Baseline Schedule** - Initial schedule submitted before work begins that will serve as the baseline for measuring progress and departures from the schedule.
 - 3. **Progress Schedule** - Monthly submittal of a progress schedule documenting progress on the project and any changes anticipated.

4. **Schedule Narrative** - Concise narrative of the schedule including schedule changes, expected delays, key schedule issues, critical path items, etc

B. Reference Standards

1. City of Fort Worth Schedule Guidance Document

1.4 ADMINISTRATIVE REQUIREMENTS

A. Baseline Schedule

1. General

- a. Prepare a cost-loaded baseline Schedule using approved software and the Critical Path Method (CPM) as required in the City of Fort Worth Schedule Guidance Document.
- b. Review the draft cost-loaded baseline Schedule with the City to demonstrate understanding of the work to be performed and known issues and constraints related to the schedule.
- c. Designate an authorized representative (Project Scheduler) responsible for developing and updating the schedule and preparing reports.

B. Progress Schedule

1. Update the progress Schedule monthly as required in the City of Fort Worth Schedule Guidance Document.
2. Prepare the Schedule Narrative to accompany the monthly progress Schedule.
3. Change Orders
 - a. Incorporate approved change orders, resulting in a change of contract time, in the baseline Schedule in accordance with City of Fort Worth Schedule Guidance Document.

C. Responsibility for Schedule Compliance

1. Whenever it becomes apparent from the current progress Schedule and CPM Status Report that delays to the critical path have resulted and the Contract completion date will not be met, or when so directed by the City, make some or all of the following actions at no additional cost to the City
 - a. Submit a Recovery Plan to the City for approval revised baseline Schedule outlining:
 - 1) A written statement of the steps intended to take to remove or arrest the delay to the critical path in the approved schedule
 - 2) Increase construction manpower in such quantities and crafts as will substantially eliminate the backlog of work and return current Schedule to meet projected baseline completion dates
 - 3) Increase the number of working hours per shift, shifts per day, working days per week, the amount of construction equipment, or any combination of the foregoing, sufficiently to substantially eliminate the backlog of work
 - 4) Reschedule activities to achieve maximum practical concurrency of accomplishment of activities, and comply with the revised schedule
2. If no written statement of the steps intended to take is submitted when so requested by the City, the City may direct the Contractor to increase the level of effort in manpower (trades), equipment and work schedule (overtime, weekend and holiday work, etc.) to be employed by the Contractor in order to remove or arrest the delay to the critical path in the approved schedule.
 - a. No additional cost for such work will be considered.

- D. The Contract completion time will be adjusted only for causes specified in this Contract.
- a. Requests for an extension of any Contract completion date must be supplemented with the following:
 - 1) Furnish justification and supporting evidence as the City may deem necessary to determine whether the requested extension of time is entitled under the provisions of this Contract.
 - a) The City will, after receipt of such justification and supporting evidence, make findings of fact and will advise the Contractor, in writing thereof.
 - 2) If the City finds that the requested extension of time is entitled, the City's determination as to the total number of days allowed for the extensions shall be based upon the approved total baseline schedule and on all data relevant to the extension.
 - a) Such data shall be included in the next updating of the Progress schedule.
 - b) Actual delays in activities which, according to the Baseline schedule, do not affect any Contract completion date shown by the critical path in the network will not be the basis for a change therein.
 2. Submit each request for change in Contract completion date to the City within 30 days after the beginning of the delay for which a time extension is requested but before the date of final payment under this Contract.
 - a. No time extension will be granted for requests which are not submitted within the foregoing time limit.
 - b. From time to time, it may be necessary for the Contract schedule or completion time to be adjusted by the City to reflect the effects of job conditions, weather, technical difficulties, strikes, unavoidable delays on the part of the City or its representatives, and other unforeseeable conditions which may indicate schedule adjustments or completion time extensions.
 - 1) Under such conditions, the City will direct the Contractor to reschedule the work or Contract completion time to reflect the changed conditions and the Contractor shall revise his schedule accordingly.
 - a) No additional compensation will be made to the Contractor for such schedule changes except for unavoidable overall contract time extensions beyond the actual completion of unaffected work, in which case the Contractor shall take all possible action to minimize any time extension and any additional cost to the City.
 - b) Available float time in the Baseline schedule may be used by the City as well as by the Contractor.
 3. Float or slack time is defined as the amount of time between the earliest start date and the latest start date or between the earliest finish date and the latest finish date of a chain of activities on the Baseline Schedule.
 - a. Float or slack time is not for the exclusive use or benefit of either the Contractor or the City.
 - b. Proceed with work according to early start dates, and the City shall have the right to reserve and apportion float time according to the needs of the project.

- c. Acknowledge and agree that actual delays, affecting paths of activities containing float time, will not have any effect upon contract completion times, providing that the actual delay does not exceed the float time associated with those activities.
- E. Coordinating Schedule with Other Contract Schedules
 - 1. Where work is to be performed under this Contract concurrently with or contingent upon work performed on the same facilities or area under other contracts, the Baseline Schedule shall be coordinated with the schedules of the other contracts.
 - a. Obtain the schedules of the other appropriate contracts from the City for the preparation and updating of Baseline schedule and make the required changes in his schedule when indicated by changes in corresponding schedules.
 - 2. In case of interference between the operations of different contractors, the City will determine the work priority of each contractor and the sequence of work necessary to expedite the completion of the entire Project.
 - a. In such cases, the decision of the City shall be accepted as final.
 - b. The temporary delay of any work due to such circumstances shall not be considered as justification for claims for additional compensation.

1.5 SUBMITTALS

- A. Baseline Schedule
 - 1. Submit Schedule in native file format and pdf format as required in the City of Fort Worth Schedule Guidance Document.
 - a. Native file format includes:
 - 1) Primavera (P6 or Primavera Contractor)
 - 2. Submit draft baseline Schedule to City prior to the pre-construction meeting and bring in hard copy to the meeting for review and discussion.
- B. Progress Schedule
 - 1. Submit progress Schedule in native file format and pdf format as required in the City of Fort Worth Schedule Guidance Document.
 - 2. Submit progress Schedule monthly no later than the last day of the month.
- C. Schedule Narrative
 - 1. Submit the schedule narrative in pdf format as required in the City of Fort Worth Schedule Guidance Document.
 - 2. Submit schedule narrative monthly no later than the last day of the month.
- D. Submittal Process
 - 1. The City administers and manages schedules through Buzzsaw.
 - 2. Contractor shall submit documents as required in the City of Fort Worth Schedule Guidance Document.
 - 3. Once the project has been completed and Final Acceptance has been issued by the City, no further progress schedules are required.

1.6 ACTION SUBMITTALS/INFORMATIONAL SUBMITTALS [NOT USED]

1.7 CLOSEOUT SUBMITTALS [NOT USED]

1.8 MAINTENANCE MATERIAL SUBMITTALS [NOT USED]

1.9 QUALITY ASSURANCE

- A. The person preparing and revising the construction Progress Schedule shall be experienced in the preparation of schedules of similar complexity.
- B. Schedule and supporting documents addressed in this Specification shall be prepared, updated and revised to accurately reflect the performance of the construction.
- C. Contractor is responsible for the quality of all submittals in this section meeting the standard of care for the construction industry for similar projects.

1.10 DELIVERY, STORAGE, AND HANDLING [NOT USED]

1.11 FIELD [SITE] CONDITIONS [NOT USED]

1.12 WARRANTY [NOT USED]

PART 2 - PRODUCTS [NOT USED]

PART 3 - EXECUTION [NOT USED]

END OF SECTION

Revision Log		
DATE	NAME	SUMMARY OF CHANGE